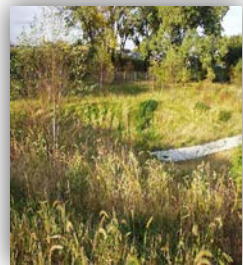


Program Management Services



Rodriguez and Associates, Inc. (RAI) is a MBE and DBE certified firm that continues to provide Program Management Services as part of large scale Capital Construction and Improvement programs such as the Public Building Commission of Chicago, Chicago Public Schools, Housing Authority for the County of Cook and the Chicago Housing Authority and City of Chicago Department of Aviation. RAI has also been part of previous Program Management Offices' for the Chicago Transit Authority Capital Improvement Program.

RAI combines our overall project management skills with the understanding that each of our staff members has to responsible to programmatic processes and be responsive to all outlined program protocol procedures and project requirements. RAI acknowledges and recognizes the hierarchy of multiple departmental agencies and developing coordinating procedures to keep management tasks in alignment with the programs scope, budget and approved schedules.

RAI approaches Program Management as the development of fundamental business processes designed to initiate, design, implement and complete specific project requirements following approved scope and procedures for contract execution.

Rodriguez and Associates, Inc. typically provide or assist with these types of services for program management:

PROGRAM MANAGEMENT OFFICE ROLES:

- Establish overall sustainable design elements for project's Green initiatives
- Manage staffing and coordinate project resources
- Develop, manage and status program budget administration and coordinate procurement tasks
- Manage and facilitate multiple projects from various phases and stages with consistent approach
- Develop solid program and project management practices to minimize Risk exposure
- Develop and Maintain Communication lines between Operations and Maintenance
- Support all Agency/Client Procurement regulations and approved procedures
- Initiate and preserve training processes for overall project management
- Maintain Status reporting and program information
- Program Methodology and processes
- Flexibility to change and maintain clients objectives
- Risk Management processes from top to bottom
- Financial Management with specific fiscal practices and cost controls procedures
- Maintenance of all infrastructure and work environment (technology)

DISCIPLINES FOR PROGRAM MANAGEMENT:

- Program Assessment and Development
- Planning and Budget Development
- Project and Program Budget Management
- Design standards and constant programming approaches
- Complete financial reporting, cost control management and project status reporting
- Construction Management with solid change management procedures including approval process
- Functional document controls and procedures
- Program Schedule development and management
- IT and software coordination for consistent Program Control

Program and Project Management Clients

- Public Building Commission of Chicago
- Chicago Public Schools
- Chicago Housing Authority
- Housing Authority for the County of Cook
- Chicago Transit Authority
- City Colleges of Chicago
- Columbia College of Chicago
- City of Chicago Department of Aviation – Residential Sound Insulation Program